

AIR NATIONAL GUARD TECHNICIAN ANNOUNCEMENT BARGAINING UNIT



HUMAN RESOURCES OFFICE
Washington National Guard
Building 33, Camp Murray
Tacoma, WA 98430-5130

Announcement number

10-098-ANG

Opening Date

9 August 2010

Position Title, Series & Grade

IT Specialist (SYSADMIN)
 GS-2210-11

**APPLICATIONS WILL BE ACCEPTED UNTIL 4:30
 (3:30 IF TURNED IN AT 141 ARW REMOTE HRO) ON:**

PD Number:

D1618000

7 September 2010

Location of Position:

141 CF
 Fairchild AFB, WA

Baseline physical

**An employment physical may be required within 90 days of
 employment per OSHA regulation and NGB* *this physical will
 be used to determine fitness and eligibility for continued
 employment.**

Salary Range:

\$57,408 to \$74,628

Website address:

http://mil.wa.gov/jobs/federal_job_ops.shtml

APPOINTMENT FACTORS

Area of Consideration

☒ **Area 1 – In-service Excepted:** All
 permanent Washington Air National Guard
 Excepted and Competitive bargaining unit civil
 service employees, and members with excepted
 technician re-employment rights to the
 Washington Air National Guard.

☐ **Area 2 – In-service Competitive:** All
 presently employed permanent competitive
 technicians, and members with competitive
 technician re-employment rights to the
 Washington Air National Guard.

☒ **Area 3 – In-state Excepted:** All
 participating members of the Washington Air
 and/or Army National Guard, including in-service
 technicians that are not covered by the bargaining
 unit, and indefinite employees.

☐ **Area 4 – Nationwide Excepted:**
 Anyone eligible for immediate enlistment and/or
 commissioning in the Washington Air and/or Army
 National Guard.

CURRENT BARGAINING UNIT STATUS

☒ **Bargaining Unit**

☐ Non-Bargaining Unit

Appointment Factors:

☐ Officer ☒ **Enlisted** ☐ Warrant Officer

☐ NDS (Competitive)

☐ Permanent ☒ **Indefinite*** ☐ Temporary*

***This is an obligated position (current occupant is on a Military Tour). If an individual employed in
 the excepted civil service accepts this position, he/she will receive an indefinite appointment. If a
 Reduction-In-Force occurs and/or the military tour member reclaims this position, the indefinite
 appointee will have no reemployment rights to his/her former position or any other position. If the
 military tour member, having reemployment rights to this position, does not exercise his/her rights
 within 5 years, and funding level and employee manning levels permit, incumbent may be
 converted to permanent technician status without further competition.**

Military Assignment & Grade Requirements	
AFSC: 3D0X2, 3D0X3 Applicants need not be assigned to the position or possess the AFSC to apply or be considered for selection. Selected applicant must be assigned to a compatible Military position and attain AFSC within 1 year of appointment action.	Military Grade Available: TSgt and Below Please note: Grade Inversion <u>will not be permitted</u> TPR 300 (302.7, change 8 para c)
Permanent Change of Station	
<input checked="" type="checkbox"/> PCS expenses are not authorized <input type="checkbox"/> PCS expenses are authorized <input type="checkbox"/> PCS expenses may not be authorized, however a waiver may be considered if determination is made that payment of PCS expenses would be in the best interest of the Washington National Guard.	
AGR announcement	
This position is also being offered as an AGR position. See Military Vacancy Announcement <u>10-609.</u>	
Minimum Requirements for Consideration	
General Experience: Experience that demonstrated accomplishment of computer project assignments that required a range of knowledge of computer requirements and techniques. For example, assignments would show, on the basis of general design criteria provided, experience in developing modifications to parts of a system that required significant revisions in the logic or techniques used in the original development.	
Specialized Experience: Must have 36 months of specialized experience which demonstrates possession of knowledge, skills, and abilities (KSAs) and personal characteristics that are necessary to the successful performance in this position.	
Other Requirements: Must have or be able to acquire a Secret security clearance.	
The following Selective Placement Factors (SPFs) will be considered in the evaluation process	
Element I – Knowledge of a wide range of information technology methods and computer security techniques, requirements, methods, sources and procedures. This knowledge is necessary to provide appropriate direction to squadron level functions.	
Element II - Knowledge of hardware, software, network operations functions, packet switching communications protocols, and diagnostic tools to analyze difficult and complex system and end user problems, furnish assistance, and provide resolution.	
Element III – Knowledge and experience in the Communications- Electronics field including network systems design, development, testing, installation, operations, management, and maintenance concepts and methods to provide network services, develop plans and programs, develop exercise and operations plans, monitor equipment readiness, assure communications security.	
Element IV – Knowledge of information systems security certification and accreditation requirements to monitor and evaluation systems' compliance with those requirements.	
Element V – Knowledge and skill in applying DoD, AF, and NGB policies, standards, directives, and operations manuals to perform systems analysis, evaluate approaches, offer advice, define alternative approaches, and coordinate requirements regarding the merits of proposed applications, design changes, etc., for the customer.	
Element VI – Skill in oral and written communication to prepare and present reports, interpret policies and guidelines, provide advice and guidance to customers, and represent the organization in interactions with other organizations.	
Element VII – Knowledge of information systems security practices and network security hardware operation.	

SUMMARY OF DUTIES

This position is located in an information management organization. The purpose of the position is to serve as a systems administrator on one or more of the systems maintained/administered throughout the state. The systems administered involve multiple computers that use multiple operating systems. The incumbent is responsible for installing and testing the system configuration and monitoring, operating, troubleshooting and maintaining server hardware and software. Performs system integrity/security reviews, develops solutions to provide assistance to systems administrators and reports results to command staff. Develops, modifies, and tests overall system backup and recovery strategies for assigned systems. Serves as a technical focal point for the installation and configuration of hardware and software on personal computers and for personal data assistants associated with assigned systems. Serves as a systems administrator responsible for planning, coordinating, modifying, implementing, and troubleshooting in order to meet customer needs. Serves as a technical focal point on multiple operating systems and computer platforms. Analyzes, evaluates, and recommends hardware/software changes to various computer systems. Develops guidelines, standard operating procedures (SOPs), bulletins and flyers regarding the operation/use of assigned C4 systems, services, and activities. Implements systems software changes, operating system releases and maintains the operational status of systems. Performs security management in accordance with National Guard Bureau (NGB) regulations and state policies. Implements state policy relating to systems storage requirements. Provides input to the state Continuity of Operation Plan (COOP) procedures for system disaster recovery. Troubleshoots problems and implements changes on multiple computer platforms. Plans and schedules the installation of new or modified hardware, operating systems, and software applications. Performs other duties as assigned.

Employment Conditions

1. Technicians are paid through direct deposit/electronic funds transfer.
2. Males born after December 31, 1959, must be registered with the Selective Service Systems to be employed by the Federal Government.
3. Military Technicians are ineligible for enlistment, retention, and student loan repayment bonuses. Acceptance of a Technician position will terminate these incentives.
4. Military Technicians in the excepted service will wear the appropriate uniform while performing as a Technician.
5. Veteran's preference does not apply to National Guard Technician positions in accordance with Title 32 USC 709 (f)

Only the work Experience and Qualifications/Education you show on the OF612, Resume or SF 171 and SPFs can be used to evaluate your qualifications for this position. Carefully read and comply with instructions contained on the required forms.

HOW TO APPLY

1. Individuals who meet both the General and Specialized experience requirements may apply by submitting the following forms:

- MIL Form 175 "Application for Technician Vacancy"
- MIL Form 174 "Chronological Listing of Military Service"
- OF 306 "Declaration for Federal Employment"
- SF 181 "Race and National Origin Identification"
- SF 256 "Self-Identification of Handicap"
- Response to Selective Placement Factors (SPFs). Response to the SPFs is critical to the evaluative process.
- One of the following:
 - a) OF 612 "Application for Federal Employment"
 - b) Personal Resume, or
 - c) SF 171 "Personal Qualification Statement". Whatever form is used, please only list experience related to the position you are applying for. **IT IS CRITICAL THAT YOU LIST DATES (MM/YY) OF YOUR EXPERIENCE.**
- Crediting National Guard Experience: National Guard service may be credited as full-time experience when evaluated against the qualification requirements for a military technician position. EXPERIENCE MUST BE DIRECTLY RELATED TO THE POSITION AND DUTIES MUST BE DESCRIBED IN THE WORK EXPERIENCE SECTION OF THE APPLICATION. The level of experience will be determined by the actual duties and responsibilities performed.

(Please note: Complete and accurate data is essential to ensure fair evaluation of candidates. It is the applicant's responsibility to ensure the data is provided, accurate, and complete. Only the experience and qualifications you show on the OF 612, Resume, or SF 171 can be used to evaluate your qualifications for this position).

**To obtain forms online go to: http://mil.wa.gov/jobs/federal_job_ops.shtml

****Mail or Hand Deliver** forms to: HRO Attn: Staffing Section
Building 33, Camp Murray
Tacoma, WA 98430-5130

(Faxed and Scanned copies will not be accepted)

2. **INCOMPLETE APPLICATIONS or those received after the closing date WILL NOT BE CONSIDERED AND WILL BE RETURNED.**

***Documents requiring a signature must be turned in with the original signature and date, including the Personal Resume.**

3. College Transcripts MUST be submitted for professional positions or when substituting education for experience.
4. Applications will not be returned. Please make a copy of your application prior to submitting it to HRO.
5. **EQUAL OPPORTUNITY:** This position will be filled without regard to race, color, religion, age, gender, or any other non-merit factor consideration, selection, and placement of applications will be in accordance with Washington National Guard Placement & Merit Promotion Plan, WAARNG Regulation 690-4/WAANG Instruction 36-1010.

For additional information: HRO STAFFING SECTION
Phone (253) 512-7835
DSN 323-7835